Task 3. Add visual effects
1 Open the tab visual effects. Selecting the effect to be applied to the selected videos or photos.
2 Use the brightness to increase or decrease the brightness level of the photo.

Task 4.Work with the Projects tab and Type
1 Managing audio files and the screen aspect ratio (Widescreen 16: 9, 4: 3 standard)
2 Use the View tab, you can adjust the scaling of the time, thumbnail size, waveform.
3 Look at the project with F11 hot key or Preview function on the entire screen of the View tab.

Task 5. Publication of the finished video
1 Ready to save the video with the help of the hotkey CTRL + S
2 Use the menu to publish the finished film in social networks such as: Facebook, You Tube, Vimeo,
3 Look at the project with F11 hot key or Preview function on the entire screen of the View tab.
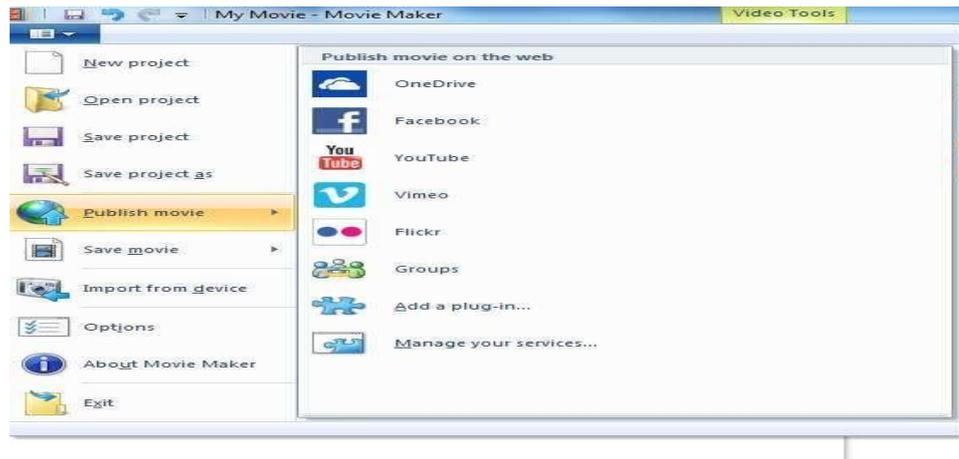
Control questions:
1. What is the program? Advantages and disadvantages of this program
2. Describe the basic file extensions that are used in the program
3. What options includes the program?
4. To publish the finished video project?

Practical class № 14
Presentations
    Plan of laboratory classes: What is presentation? Open a source file; Use a master slide to place objects; Create presentation slides; Display a presentation.
    Prepare a presentation about yourself in the Power Point program. At least 5 slides, no more than 10. Apply animations to slide transitions and text, pictures in the presentation. Voice the slides.

Practical class № 15
    Subject : «Creation of Google of accounts with use of Google Docs. Use of mobile technologies for receiving an information access. GPS navigators. GSM a signaling.»

    Purpose: The study features a text editor and spreadsheet processor from a set of provided web-Office Service online technologiesexample of using Google Docs software.
    Basics concepts
    Google Docs is a free Web-based application in which documents and spreadsheets can be created, edited and stored online. Files can be accessed from any computer with an Internetconnection and a full-featured Web browser. Google Docs is a part of a comprehensive package of online applications offered by and associated with Google.
    Users of Google Docs can import, create, edit and update documents and spreadsheets in various fonts and file formats, combining text with formulas, lists, tables and images. Google Docs is compatible with most presentation software and word processor applications. Work can be published as a Web page or as a print-ready manuscript. Users can control who sees their work. Google Docs is ideal for publishing within an enterprise, maintaining blogs or composing work for viewing by the general public.
    Google Docs lends itself to collaborative projects in which multiple authors work together inreal time from geographically diverse locations. All participants can see who made specific document changes and when those alterations were done. Because documents are stored online and can also be stored on users' computers, there is no risk of total data loss as a result of a localized catastrophe. However, the Internet-based nature of Google Docs has given rise to concerns among some authors that their work may not be private or secure.
    A Google Account gives you access to Google products like Gmail, Google+, YouTube, and more with a single username and password. When you create a Google Account, you can use that same username and password to sign in to any Google product.
    Use of mobile technologies for receiving an information access.
    Store your files securely and access them from any device using Google Drive. You can also open and edit